



# University Staff Advisory Council

Agenda  
Tuesday, March 11, 2025  
[Zoom Link](#)

1. Call to Order and Chair's Report (Carole)
2. Treasury report and Approval of the Minutes (Kirstin)
3. Reports from Committees and Liaisons
  - Faculty Senate (Cort)
  - Planning & Priorities (Miriam)
  - Benefits Committee (Jess)
  - Campus Plan (Monica)
  - Plant Involvement Team (John)
  - Food Service Involvement Team (Amanda)
  - Communications (Mary & Erin)
  - Events & Engagement (Justin & Mina)
  - Elections
4. Web Submissions (Wendy)
5. Closed Session

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## Announcements:

USAC Tour for New Employees – Friday, March 14 at 12:00 pm at the Well-Being Center.

USAC Meeting – Tuesday, April 8 at 1pm in Special Programs Building, Classroom 156.  
Featured speaker will be Amy Howard, Associate Provost for Strategic Initiatives & Community Engagement, on the Burying Ground project.

USAC Meeting – Tuesday, May 13 at 1pm in in Special Programs Bldg., Classroom 156.  
HR Business Partners have been invited to speak.

Spiders in the Know – Wednesday, May 14 at 8:30-10:30 am at Camp Concert Hall.  
USAC reps needed to usher.

USAC Meeting – Tuesday, June 10 at 1pm.



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## Goals 2024-2025

1. Strengthen and foster a cohesive and inclusive staff community on campus
  - a. Establish a USAC events committee to promote a sense of community across campus staff. Launch new initiatives to bring together staff from across departments, including informal breakfast/lunch gatherings and organized campus tour for staff led by staff.
  - b. Offer hybrid USAC meetings for general staff but encourage USAC members to attend in person.
  
2. Enhance visibility of USAC to be seen as a conduit of information, voice for all staff, and leader in community efforts
  - a. Increase accessibility of web submission feature on USAC website and increase awareness to staff of available web sub option to ask questions and raise concerns.
  - b. Strengthen visibility and role of USAC for staff advocacy, retention, transparency, compensation, and appreciation.
  - c. Raise profile of USAC board and committee members collectively and individually so all staff feel heard and represented. Invite all staff to join USAC committees.
  - d. Continue connections with Faculty Senate and find more ways for faculty and staff to interact.
  
3. Solidify processes and institutional knowledge within USAC
  - a. Define committee structure within USAC and create goals and expectations.
  - b. Review current USAC Board structure and compare with current campus employment to ensure fair and accurate representation.
  - c. Pull together procedures guides for future board members.
  - d. Connect with past USAC board members and invite their input and participation in USAC activities and initiatives.
  
4. Continue USAC awareness through existing systems and processes
  - a. Continue USAC role in the onboarding process by sending USAC profile and swag to new staff members.
  - b. Continue regular and timely communication with staff via all-campus communications and presence at major campus events. Continue to make sure information is shared with staff in a variety of modes including printed flyers and signage for those who do not regularly access email.
  - c. Continue to invite University representatives to present at monthly meetings and quarterly breakfast including senior management, compliance, campus safety, HR, DEIB, and student development.

